ANNUAL REPORT
of the Board of Trustees

for the year 1985

Public Archives of Nova Scotia

REPORT OF THE BOARD OF TRUSTEES
OF THE
PUBLIC ARCHIVES OF NOVA SCOTIA
For the Year 1985

To His Honour

The Honourable Alan R. Abraham, C.D.
Lieutenant-Governor of Nova Scotia

May it please Your Honour:

I have the honour to submit the report of the Provincial Archivist to the Board of Trustees of the Public Archives of Nova Scotia for the year 1985, together with a statement of receipts and disbursements for the period April 1, 1985 to March 31, 1986.

Respectfully submitted

John M. Buchanan
Premier

BOARD OF TRUSTEES

PUBLIC ARCHIVES OF NOVA SCOTIA

The Honourable Alan R. Abraham
Lieutenant-Governor of Nova Scotia
Government House
Halifax, Nova Scotia
B3J 1Z2

The Honourable John M. Buchanan, P.C., Q.C.
Premier of Nova Scotia
P.O. Box 726
Province House
Halifax, Nova Scotia
B3J 2T3

The Honourable Lorne O. Clarke
Chief Justice of Nova Scotia
The Law Courts
1815 Water Street
Halifax, Nova Scotia
B3J 3C8

Mr. Vincent J. MacLean, M.L.A.
Leader of the Opposition
P.O. Box 723
Halifax, Nova Scotia
B3J 2T3

Dr. W. Andrew MacKay
President
Dalhousie University
Halifax, Nova Scotia
B3H 4H6

Dr. Louis W. Collins
6443 London Street
Halifax, Nova Scotia
B3L 1X5

Professor Anthony A. MacKenzie
Department of History
Saint Francis Xavier University
Antigonish, Nova Scotia
B2G 1C0

Dr. Peter B. Waite
Department of History
Dalhousie University
Halifax, Nova Scotia
B3H 4H6

Carman V. Carroll
Provincial Archivist

Carman V. Carroll

Mrs. Marjorie McElmon
Executive Secretary

Marjorie McElmon

TOPICS

Acadian Project 47
Artifacts 24
Canadian Conservation Institute 50
Collective Agreement 8
Conservation 43
Council of Nova Scotia Archives 48
Dalhousie Law School Fire 49
Exhibitions 25, 33, 50
Federal Government Projects 44, 48, 50
Federal/Provincial Employment Statistics 61
Film and Sound 38-45
Filmography of Nova Scotia 44
Finding Aids 17-18, 23-24
Genealogy 24
International Women's Peace Conference 47
Job Shadow Program 47
Library 26-28
Manuscripts 19-24
Maps and Architectural Plans 36-37
Masonic Collection 25-26
Microfilms 34-35
Motion Picture Heritage Fund of
Nova Scotia (MPHFNS) 45
Newspapers 27-28
Nova Scotia Historical Review 48-49
Nova Scotia Subject Headings Authority 48
Outside Funding 11, 44, 48
Overview 8-12
Papers, Publications, Conferences
and Activities 51-58
Photographs and Pictures 29-33
Photographic Lab 31
Provincial Employment Program 59-60
Public Records 13-18
Republic of Korea 49-50

School Records 46
Staff Changes 8, 10, 61-62
Statistics 9, 27, 28 34, 37, 38, 61-65, 67, 68
Volunteers 11, 47
Water Damage 9

OVERVIEW

The year 1985 was, paradoxically, a period both of transition and stocktaking. The single most important happening was the resignation of Dr. Phyllis Blakeley, CM, D.Litt., LL.D. as provincial archivist for the Province of Nova Scotia, effective 1 April 1985, after a career spanning forty years of service at the P.A.N.S. Dr. Blakeley will not completely sever her connections with the Archives, however, as she has accepted the Board's offer of an office and secretarial assistance to enable her to begin to record on paper her vast knowledge of Nova Scotia's history and events.

The Board asked Allan C. Dunlop to become acting provincial archivist and immediately struck a search committee to find a new provincial archivist. After a competition and interviews, it was announced 11 December, 1985 that Mr. Carman Carroll, Chief, Public Affairs, Manuscript Division, Public Archives of Canada, had accepted the position of provincial archivist and would assume his duties on 6 January, 1986.

Two Board members also were replaced in 1985. The departures of Chief Justice Ian MacKeigan and Dr. Stephen Bedwell were much regretted. The two new Board members are Chief Justice Lorne Clarke and Dr. Louis Collins.

Among the full-time staff there were eleven other appointments, resignations or hirings (see p. 61). Despite this high turnover, work continued in an orderly fashion. Much credit is due to staff members for the professional manner in which they adjusted to these changes. It is encouraging to recall that seven of our archivists have a combined 77 years of service at P.A.N.S., and this pool of expertise was an important resource in enabling us to go through this year of transition with minimum disruption.

The administrative officer, Mrs. Marjorie McElmon, had an unusually busy year due both to the many staff changes and the additional administrative work as secretary of the search committee. Her skillful administration of our financial resources remains a key element in the successful operation of the Archives. Throughout 1985 the Board and employees continued negotiations toward a collective agreement with the staff. The Board was greatly assisted in this process by Messrs. George Fox and Donald Nelson of the Civil Service Commission. At the same time, the Board directed that a classification study of all positions be undertaken, and this is progressing.

On 15 May 1985 it was discovered that a spill of water in the penthouse had migrated two floors and dampened, but not permanently damaged, the 1621 Royal Charter, which was boxed and stored in a security vault. The Department of Government Services is trying to determine how the water was able to travel the distance it did and is also installing a new computerized monitoring system for the building that should enable the earliest possible detection of any future problems. As well, the Department has identified some difficulties with the exterior brick facing on the building. Temporary steps have been taken pending a final decision on the most appropriate means of addressing the situation.

User figures continue to be high, with more than 23,610 Nova Scotians and visitors registering in 1985. A further 6,242 letters were answered, and our switchboard handled nearly 20,000 in-coming calls. A total of 55 school classes were given extended research tours and some 84 groups used our audio-visual room on 213 occasions.

Student use, particularly at the high school level, has increased dramatically. This is, in part, a reflection of the excellent local history course now in place at the Grade X level. Further increases can be anticipated when the new social studies textbook comes onstream in 1987. Our equipment, collections and staff cannot continue to respond adequately to the increase in student use we have experienced in the past number of years.

A second factor concerning student use is that it often occurs on evenings and weekends when but one archivist is available to offer expert advice. Our user figures indicate we are reaching the point where more researchers will be visiting P.A.N.S. on evenings and weekends than during regular working hours.

Graduate students, genealogists and local historians make up the bulk of our users. Graduate students often require little assistance, arrive early, work long hours and can quickly take up our available supply of microfilm readers. However, the demands of genealogists continue to increase to the point that another clerk will be required if we are to maintain our present level of service in the Manuscript Division and library.

To try to address user demands, more and more material has been microfilmed. However, it is impossible for one full-time microfilmer to film in-house collections as well as private collections loaned for filming.

As a result, we have instituted a passive rather than an active policy of seeking out private collections. Despite this, we had a backlog of nearly 20 private collections for filming as 1985 came to a close. At the same time, long-term filming programs for newspapers, in-house collections and private donations cannot be undertaken as long as other filming work is dependent on the uncertainty of short-term project applications.

The increased volume of material that has been filmed has placed a strain on our microfilm machine inventory. Of our 27 readers, a dozen are more than 13 years old; repairs are becoming more frequent and more expensive, and parts scarcer and more difficult to locate. The demand for microfilm readers was often such that researchers arriving as early as 10 a.m. were unable to obtain machines. The need for a program to both replace antiquated machines and acquire new ones is becoming pressing.

The microfilming program is only the most obvious means of addressing the needs for conservation of collections and rare items. Particular emphasis has been placed on filming rare books and newspaper collections. Newspapers pose an ongoing problem as our collections are deteriorating more rapidly than filming can proceed. More and more local societies around the province are asking for regional newspapers to be filmed so that they may both have access to material and index their own local weeklies. We are most anxious to encourage such joint ventures but are once again hampered by staff uncertainties when trying to meet our responsibilities in this regard.

Yet another element of our conservation challenge is underlined in the reports of the Photograph Division (pp. 29) and the Film and Sound Division (pp. 38). The conservation work is varied and sophisticated. In some instances, if such work is deferred, a dangerous situation can result.

The many staffing changes in 1985 often left us understaffed in certain areas for varying periods of time. Staff concern in some divisions has now turned from frustration to despair. Without some staff increases in the near future, some divisions will simply have to close during regular working hours to complete a minimum amount of necessary cataloguing. The divisions under the most strain are Photographs, Maps and Film and Sound. A clerk/technician shared by the Map and Photograph Divisions, a clerk/technician for the Film and Sound Division, and a research assistant for the Manuscript Division should enable these areas both to retain their present level of public service and carry out necessary cataloguing.

A secondary means of balancing public service with cataloguing requirements is to move toward computerization of our content reports and finding aids. Studies to this end have been carried out in most divisions, but the financial resources necessary for implementing such a program cannot be found within our present budget allocation. To date only the Public Records Division has made extensive use of computer applications creating more sophisticated finding aids. The results have proved highly satisfactory, but even this advance could be lost as our operator is a casual employee. The return of this position to full-time status is a matter of ongoing concern.

The Provincial Records Management Program is in its third year of operation. This long overdue relationship is only now beginning to generate its first records for archival retention. There will be an ever-increasing volume of material identified for archival retention, and the question of adequate storage space should be addressed now. Approximately 10% of the present shelving inventory is not in use; however, much of this is reserved for growth of high-use collections. We now have some 1500 linear feet of material unshelved, so installation of compactor shelving in the available vault on the fourth floor has become a pressing necessity. An initial installation of 1800 feet of compactor shelving, occupying about one-quarter of the available vault area, would cost about $50,000.

The staff lost no opportunity to try to obtain funding wherever appropriate programs could be found (see p. 11, 44, 48). Nearly 120,000 additional dollars were generated through such projects in 1985. Volunteers continued to assist us on a regular basis (see p. 47), and the work of such groups as the Genealogical Association of Nova Scotia and the Council of Nova Scotia Archives has been encouraging and supportive.

It is evident that the day-to-day demands of public service, staff requirements and equipment needs did not permit much time to consider such archival challenges as collection policy, access restrictions, standardization of finding aids and disaster planning. In 1985, at the request of the Board, a staff committee did draw up recommendations for a new Archives Act. As well, late in 1985 an occupational health and safety committee was formed. The staff also continued its tradition of active community and professional involvement, giving lectures, making archival presentations and writing book reviews and historical articles (pp. 00).

Increasingly, all levels of government must seek shared and co-operative methods to overcome the problem of decreasing resources.

To that end the Archives has provided space and assistance to many projects that further our archival mandate. Nowhere was such cooperation better underscored than when the Archives made its exhibition room available to Parks Canada for its centennial exhibition, "The Art of Interpretation", which was opened by the Hon. Stewart McInnes.

The theme for the 1985 meetings of the Association of Canadian Archivists was "More with Less". The divisional summaries that follow suggest our Nova Scotian theme for 1985 might well have been "The Most with the Least". This thought, however, must be balanced by the recognition that it is unlikely current service levels can be maintained without additional staff and resources.

PUBLIC RECORDS DIVISION
(Sandra Haycock, John MacLeod, Barry Cahill)

The developing Provincial Records Management Program continues to have a considerable impact on the work of the Public Records Division. To date, 10 departments and commissions have completed the records scheduling process and have begun to transfer pre-selected records to us on a regular basis. This division is served by 3.5 archivists and a single secretary (casual position).

In 1985, acquisitions directly resulting from the Records Management Program included 25 metres of paper records, c. 8500 microfiche and c. 1500 microcards.

This systematic records transfer has necessitated the development of new procedures for accessioning, cataloguing, retrieval and the production of finding aids. To this end, in consultation with Ms. Penny Nielson of the Department of Government Services, System Development and Support section, a study is underway to select appropriate computer software. With software already in hand we have produced finding aids for three major collections — Regulations under various Acts, the Provincial Assessment Roll, 1979-84, and Crown Land Petitions c 1815-1860. The ease, speed and versatility with which indexes and finding aids can be produced with the computer make it an extremely valuable tool for record cataloguing, and other projects are being considered. Contemporary public records and court records particularly lend themselves to this method.

Preliminary discussions have begun with interested parties to develop schedules for the regular transfer of court and municipal records on a systematic basis. However, in 1985 the active collecting of court and municipal records has been at a near standstill, primarily due to the shortage of shelving.

PUBLIC RECORDS DIVISION

Principal Accessions

RG3 *Executive Council Office.* Orders-in-Council papers, 1983. 10cm. (Restricted Access). Series 4, Vol. 199.

RG5 *House of Assembly.* 1983 Sessional material including Bills, Clerk's Minutes, Motions and Orders, Written Questions, Resolutions and miscellaneous tabled material. 1.2m. Series B, Vol. 292-293; Series J, Vol. 69; Series ML, Vol. 23; Series MO, Vol. 46-47; Series R, Vol. 271-275.

RG5 *House of Assembly.* 1984 Sessional material including Statutes, Tabled items, Speech from the Throne and Closing Speech. 40cm. Series R, Vol. 276; Series S, Vol. 203.

RG5 *Select Committee of Inquiry on Volunteer Fire Service.* Copies of presentations. 25cm. Series R, Vol. 277.

RG7 *N.S. Provincial Secretary.* List of Joint Stock Companies incorporated under the Nova Scotia Companies Act (Chapter 128, RS 1900) to Sept. 30, 1911 and all of the Joint Stock Companies Incorporated by Letters-Patent Under Nova Scotia Joint Stock Companies Act (Chap. 79, RSNS, 1984).

RG10 *N.S. Department of Attorney General.* Office files of Richard Donahoe, Attorney General, c. 1960-1970 2m. RG10, Series A, Vol. 20-30.

RG10 *N.S. Department of Attorney General.* Statistical information relating to impaired driving in Nova Scotia, 1983-84; Quarterly crime statistics for all police forces in Nova Scotia, 1981-1984. 10cm. (Restricted Access). RG10, Vol. 616.

RG10 *N.S. Department of Attorney General.* Regulations under various Acts. c. 1965-69 10cm. RG10, Vol. 615.

RG14 *N.S. Department of Education.* Nova Scotia Teacher's Certificates/License Books (Special) 1902-1978; Overflow Teacher's Licenses, Regular 1880-1978; Provincial Examination Results, 1867-1899, 1969-1972; School Census and Financial Return, 1922; APEB Results (Private Schools)

1933-1972. (Restricted Access). 3.5m. (In process).

RG14 *Walden School Section, Minutes, Trustees meetings.* Walden (1895-1937) Woodstock (1892-1927). 10cm. RG14, Vol. 196.

RG14 *Black Point Home and School Association.* Constitution, Correspondence, Minutes, etc. 1943-1975. 26cm. RG14, Vol. 195.

RG14 *Correspondence, ledgers, minutes of meetings, etc., of Necum Teuch School Section, Moser River School Section and Eastern Consolidated School Section.* 1928-1984. 23cm. RG14, Vol. 198.

RG15 *N.S. Department of Fisheries.* Files regarding the Whaling, Clam, Oyster and Aquaculture Industries in Nova Scotia 1966-1976. 50cm. RG15, Vol. 120.

RG16 *N.S. Department of Transportation.* Province of Nova Scotia Public Highways and Bridges and Nova Scotia Provincial Highways Board material, including road accounts, payroll sheets, receipts, etc., c. 1909-1925. 20cm. RG16, Series R, Vol. 127-128.

RG16 *N.S. Department of Transportation.* Traffic Volume Book, 1984. Results of traffic counts conducted by the Traffic Engineering Division since 1978. 2cm. RG16, Series R, Vol. 129.

RG23 *N.S. Department of Municipal Affairs.* Planning Act Review, 1969-1980; Municipal Bylaws, 1886-1960; Metropolitan Area Planning Committee, 1967-1977; Subdivision Bylaws, 1964-1979. 1.5m. RG23, Vol. 600-606.

RG23 *N.S. Department of Municipal Affairs.* Assessment Rolls for the Province of Nova Scotia, 1979-1984. c. 5500 microfiche. RG23, Vol. 599.

RG27 *N.S. Department of Government Services.* Systems Development and Support Project files c 1960's-1970's. 1m. (in process).

RG32 *Department of Health.* Marriage License register for Colchester County covering the years 1914 to May 1984. 2cm. (In process).

RG34-310 *Digby County.* Court of General Sessions Records c. 1860-1900. (In process).

RG35-102 *Halifax City Manager.* Office files 1980's. (Restricted Access) 18m.

RG35-102 *Halifax City Works and Engineers Department.* 1930-1980. (Restricted Access) 90m.

RG35-102 *Halifax Harbour Commission.* Files re: Construction of a bridge across Halifax Harbour 1928-1945. 7.5cm. RG35-102, Series 47.

RG35-102 *Halifax Public Service Commission Minute Book.* Halifax Water Co. 1845-1855; Registers of Water Levels at Long Lake and Chain Lake, 1916-1976; City Engineers Notebooks (field notes) 1873-1886, 1941-1944, etc. 1.5m. RG35-102, Series 39.

RG35-102 *Municipal Development Plan Committee.* Minutes, correspondence, memos, briefs, reports, studies, maps and plans, c. 1970-1980. 2.1m. RG35-102, Series 44.

RG35-310 *Digby County Municipal Records.* c. 1880-1900. (In process).

RG38-310 *Digby County.* Court Cases, c. 1876-1900. (In process).

RG39-310 *Digby County.* Supreme Court Cases, c. 1860-1900. (In process).

RG44 *Royal Commission on Forestry.* Transcripts of hearings 1982-83. 90m. RG44, Vol. 158a-160.

RG57 *N.S. Department of Culture, Recreation and Fitness.* Departmental files, 1977-1984. (Restricted Access). 5m. RG57, Vol. 600-609.

RG57 *N.S. Department of Culture, Recreation and Fitness*, Heritage Unit, 6 Property files. (Restricted Access). 10cm. RG57, Vol. 5.

RG59 *N.S. Department of Housing.* Executive Committee Minutes, N.S. Housing Commission May 1969-Dec. 1974; Board of Commissioner Minutes, N.S. Housing Commission. June 1966-July 1977. (Restricted Access). 60cm. RG59, Vol. 600-605.

RG59 *N.S. Department of Housing.* Departmental files c. 1965-1979. (Restricted Access). c. 3000 microfiche. RG59, Vol. 599.

RG68 *N.S. Civil Service Commission.* Files of S.J. Rudolph, Civil Service Commissioner 1970-1978. Includes Minister's papers, Cabinet Committee on Educational leave, Civil Service Joint Council Correspondence, etc. (Restricted Access). 60cm. RG68, Vol. 28-33.

RG69 *N.S. Department of Public Charities.* Departmental files c. 1920-1940. 1.5m. (In process).

RG70 *International Centre for Ocean Development.* Office files 1983-1985. (Restricted Access). 60cm. RG70, Vol. 1-6.

Finding Aids Prepared

RG5 *Series A — Miscellaneous Assembly Papers* (1763-1835) were individually sorted, numbered, listed (to 1802), carded (to 1789) and microfilmed.

RG7 *Provincial Secretary,* Document by document listing completed for volumes 1 to 17, 1783-1848. This ongoing project will be continued in 1986.

RG10 *Department of Attorney General.* Regulations. An alphabetical listing of the regulations pertaining to each Act has been prepared for the years 1942-1969. This computerized index can be easily updated each year.

RG20 *Series E — Department of Lands and Forests.* A major finding aid was prepared for more than 4000 land petitions dated c. 1815-1860 on the Archives' IBM-PC microcomputer. The computer allowed us to produce three separate listings by petitioner, location and date.

RG23 *Department of Municipal Affairs.* c. 5500 microfiche containing the assessment roll for the entire province for the years 1979-1984 were catalogued and made available to the public. A computerized index has been prepared, and the rolls for subsequent years can easily be added.

RG35-102 *Series 2B — City of Halifax — Board of Control.* Papers submitted and read, 1913-1919 (Vols. 1-10).

RG35-312 *Series A — Halifax County Assessment Records* — List of districts for assessment ledgers 1951-1978 (Vols. 20-84).

RG38 "C" *Antigonish County Supreme Court* — List of Civil and Criminal cases, 1814-1889 (2 vols.).

RG39 "C" *Shelburne County Supreme Court* — List of cases, 1816-1899; scattered cases, 1900-1942; dockets and judgement books, 1820-1971 (15 vols.).

RG39 "M" *Halifax County Fire Investigations* — Listed by year, 1882-1911 (Vols. 25-27).

RG39 "M" *Lawyers' Bar Applications* — Listed by date and then alphabetically by name, 1830-1902 (Vols. 1-24).

RG39 "N" *Notaries' Public Papers* — Various oaths, appointments, etc. of notaries public, 1831-1928. Listed by date and alphabetically by name (3 vols.).

RG42 *Colchester County Magistrate's Court* — List of cases, 1889-1953 (2 vols.).

RG44 *Royal Commissions.* Completed annotation of *Nova Scotia Royal Commissions and Commissions of Inquiry 1849-1984, A Checklist* with P.A.N.S. references.

MANUSCRIPT DIVISION

(Wendy L. Thorpe, Sandra Haycock, John MacLeod, Barry Cahill)

In 1985 the Manuscript Division enjoyed another busy year in all sectors — from increasing numbers of researchers to more voluminous correspondence and more numerous acquisitions of manuscripts. There was an estimated 4% increase over 1984 figures, in the number of visitors to the third floor Manuscript Control Desk and a 10% increase in the use of manuscripts and microfilm. These events added pressure to an already busy staff, who found it necessary to neglect certain areas of archival work to maintain the high standard of public service for which the Public Archives of Nova Scotia is noted.

Among acquisitions of note were the papers of distinguished local researchers (C.E. Thomas, John Duncanson), politicians (Sandy Cameron, Robert Coates), women and Blacks (Ms. Sylvia Hamilton) and government officials (F. "Waldo" Walsh).

Principal Accessions

(Wendy L. Thorpe)

MG 1 — Papers of Families and Individuals

- *Archibald, Bertha Q.* Newspaper articles, periodicals, poems, essays, c. 1950-1980. 10cm. MG1, Vol. 2448.

- *Cronan, Darby.* (New York and Granville). Diary, notes, journals, correspondence, financial records, legal documents, c. 1785-1896. 40cm. MG1, Vol. 2614-2617.

- *Denison, Dr. William.* Deeds, powers of attorney, correspondence 1844-1914. 1m. MG1, Vol. 259.

- *Duncanson, John V.* Research notes and miscellaneous correspondence associated with *Falmouth: A New England Township, 1760-1983.* Photographs in this collection were transferred to the Photograph Department, fifth floor. 1m. MG1, Vol. 2440-2444.

- *Grantmyre, Barbara.* Drafts of her plays and short stories, research notes, newspaper clippings, correspondence, 1950's-1970's. 1.4m. MG1, Vol. 2474-2478.

- *Hamilton, Sylvia.* Research notes and files re blacks, women, and social issues, 1970's and 1980's. 1m. MG1, Vol. 2451-2456.

- *Nichols, E.E.B.* (Liverpool and Halifax). Ledger, daybook, correspondence, financial and miscellaneous, 1816-1941. 30cm. MG1, Vol. 2420-2422.

- *Ross Family (Halifax & Pictou).* Correspondence, financial papers, legal documents, 1829-1900. 40cm. MG1, Vol. 2481-2484.

- *Thomas, Dr. C.E.* Historical notes, articles and copies of documents collected and written by Dr. Thomas. 50cm. MG1, Vol. 2611-2613.

- *Walsh, F.W.* (Halifax & Kentville). Correspondence, drafts, minutes, speeches, articles, pamphlets, photographs, 1927-1981. 2.1m. MG1, Vol. 2485-2499.

MG 2 — Political Papers

- *Cameron, Sandy.* (Former N.S. Liberal Leader). Speeches, press releases regarding 1984 election campaign. 10cm. MG2, Vol. 1277.

- *Coates, Robert.* (M.P.: Cumberland-Colchester; P.C.). Policy papers, press clippings, convention programs, correspond ence, 1970's and 1980's constituency files, 1983. 4.2m. (Restricted Access). MG2, Vol. 1300-1324; 1330-1345.

- *New Democratic Party* (N.S.) Administrative files, minutes, correspondence, brochures, reports, memos, speeches, press releases, c. 1960-1983. 2m. (Restricted Access). MG2, Vol. 1258-1276.

MG 3 — Business Records

- *Dartmouth Manufacturing Co. Ltd.* Correspondence, bank statements, credit slips, 1930-1934. 10cm. MG3, Vol. 6060-6061.

- *Finelines Distribution Company* (Halifax). Ledger, invoices, general files, bank statements, financial data, 1978-1983. 1.5m. MG3, Vol. 6051-6057.

- *Pictou County Power Board.* Correspondence, ledgers, memos, newspaper clippings, reports, c. 1920-1973. 28cm. MG3, Vol. 6050.

MG 4 — Churches and Communities

- *Lutheran Church of the Resurrection* (Halifax). Correspondence, minutes, reports, financial data, brochures, 1919-1983. 1.5m. MG4, Vol. 303-305.

- *St. George's Church* (Halifax). Parish registers, minutes, financial records, early 1800's-1960's. 5m. MG4. (In process).

MG 7 — Ships and Log Books

- *Collins, Capt. William Miles.* Log book and navigation record of the "Evadne", rules at sea, pilot chart of the North Atlantic, 1888-1906. 10cm. MG7, Vol. 120-121.

MG 20 — Societies and Organizations

- *Association of Professional Engineers of Nova Scotia:* files re: deceased or inactive members, newsletters, publications, 1920's-1970's. 1.8m. MG20, Vol. 1385a-1391.

- *Atlantic Filmmaker's Co-op* (Halifax). Administrative files, 1970's and 1980's. 2.2m. MG20, Vol. 1533-1539.

- *Atlantic Provinces Library Association.* Correspondence, minutes, membership lists, financial data, publications, records of the committee on library instruction, and the aims and objectives' committee, 1976-1984. 1.2m. MG20, Vol. 1583-1584; Vol. 1621-1624.

- *Canadian Bible Society (N.S. District).* Journals, publications, financial records, correspondence, reports, minutes, c. 1815-1977. 1.2m. MG20, Vol. 1543-1550.

- *Charitable Irish Society* (Halifax). Presidential files, 1982-1984. 30cm. MG20, Vol. 1540.

- *Gilbert and Sullivan Society* (Halifax). Posters, files, newsletters, miscellaneous, 1978-1985. 25cm. MG20, Vol. 1581-1582.

- *Grenfell Mission (Halifax Branch).* Minutes, financial records, correspondence, 1939-1981. 40cm. MG20, Vol. 1591-1594.

- *Halifax City Club.* Minutes, candidates' books, guest books, financial records, miscellaneous, 1902-1983. 2m. MG20, Vol. 1315-1320.

- *Halifax Homeowners' Association.* Papers and files of former member Arnold Grantham, mainly 1970's. 30cm. MG20, Vol. 1528-1530.

- *Maritime Commercial Travellers' Association.* Minutes, annual reports, membership applications, mortuary benefits, registers, financial data, miscellaneous, 1880's-1950's. 1.6m. MG20, Vol. 1575-1580.

- *Masonic Lodges (N.S.)* Annual returns, correspondence, letter books, minute books, printed proceedings, registers of visitors, c. 1780's-1970's. 50m. MG20, Vol. 2000 and following.

- *Nova Scotia Centre for the Poetry Society (Halifax).* Scrapbook, notebook, financial data, memos, 1930's-1960's. 10cm. MG20, Vol. 1520-1521.

- *Nova Scotia Society for the Prevention of Cruelty to Animals.* (Halifax). Scrapbook, minutes, files, financial records, record of donations, shelter reports, animal sales, c. 1940's-1970's. 1.8m. MG20, Vol. 1553-1557.

- *Professional Secretaries' International (Halifax-Dartmouth).* Minutes, reports, directories, financial records, miscellaneous, 1959-1984. 90cm. MG20, Vol. 1511-1516; Vol. 1541.

- *Provincial Volunteer Week Committee (Halifax).* Minutes, correspondence, reports, resource kits, handbooks, press clippings, files, scrapbooks, 1979-1985. 40cm. MG20, Vol. 1595-1598.

- *Red Cross Society (N.S. Branch).* Newspaper articles, posters, miscellaneous photos. c. 1914-1985. 30cm. MG20, Vol. 1526.

- *Royal Astronomical Society of Canada (Halifax Centre).* Correspondence, treasurer's records, conferences, membership applications, miscellaneous, 1954-1985. 60cm. MG20, Vol. 1598.

- *Royal British Veterans Society.* Constitution, contribution records, membership book and by-laws, miscellaneous, c. 1906-1931. 30cm. MG20, Vol. 541.

- *"A Woman's Place" — 1127 Barrington Street, Halifax.* Proceedings and minutes of meetings, policy papers, brochures, newsletters, miscellaneous, 1977-1983. 1.8m. MG20, Vol. 1260-1263; Vol. 1343-1344; Vol. 1498.

- *Women's Information, Resource, and Referral Service (Halifax).* Administrative files, 1979-1985. 60cm. MG20, Vol. 1531-1532.

Finding Aids Prepared

MG 1 — Papers of Families and Individuals

- *Cronan, Darby, Papers* (New York and Granville). Correspondence, financial data, diary, journal, c. 1785-1896. Listed by individual document. (4 vols.).

- *Duncanson, John V. Collection.* Research notes and correspondence re: genealogies and history of Falmouth area. Listed by file. (6 vols.).

- *Hamilton, Sylvia, Papers.* Research notes on blacks, women, social issues in the 1970's and 1980's. Listed by file. (6 vols.).

- *Mowat, Alexander, Papers.* Correspondence, reports, essays, articles, school testing projects of the former education professor, 1930-1971. Listed by file. (15 vols.). MG1, Vol. 2400-2414.

- *Ross Family Collection.* John Ross and family of Halifax and Pictou. Correspondence arranged by date, 1842-1900; financial data and miscellaneous legal documents, 1820's-1903. Listed by document. (4 vols.).

- *Thomas, Dr. C.E., Papers.* Historical notes, articles, copies of documents collected and written by Dr. Thomas. Arranged by subject and listed by file. (2 vols.).

- *Walsh, F.W. Collection.* Correspondence, minutes, drafts, speeches, articles, pamphlets, photos mainly re agriculture industry, 1927-1981. Listed by file. (16 vols.).

MG 2 — Political Papers

- *New Democratic Party* (N.S.). Administrative files, minutes, correspondence, 1960-1983. Listed by file. (37 vols.).

MG 3 — Business Records

- *Finelines Distribution Company* (Halifax). Business records, 1978-1983. Listed by volume. (8 vols.).

GENEALOGY

(Julie Morris)

The genealogical archivist has found it impossible to keep ahead of the ever-increasing genealogical correspondence received. Even with the assistance of other archivists, delay in responding sometimes reaches nearly 16 weeks. To address this difficulty, in 1986 an examination of genealogical policies of other provincial archives across Canada will be undertaken. The goal is to maintain our present level of public service to genealogical researchers as they represent our largest community of users.

Genealogical Institute of the Maritimes

This year the Institute has certified Marion Oldershaw, Jean Holder and Gwen Trask as genealogists. In addition, Winston MacIntosh and Mildred Howard were certified as records searchers.

ARTIFACTS

(Darlene Brine)

In 1985 20 persons researched items from the artifacts collection, and there were approximately 20 telephone inquiries. As the Archives rarely accepts artifacts, there were no new acquisitions in 1985.

During the year work was completed on two major collections — the Shand and the Prat/Star. The Shand Collection was organized, numbered, photographed and listed, and received conservation work through the assistance of Clary Croft and the Provincial Employment Program. The Prat/Starr Collection was organized, numbered and listed, and received minor conservation work from Darlene Brine in preparation for a major display in the fall of 1986. Through part-time work in the evenings, the Artifacts Finding Aids have been reorganized to include a donor list. This will be ready for typing in 1986.

List of Exhibits — 1985

- Public Archives of Nova Scotia: Artifact collection — lobby, September 8, 1984-April 1985.

- Dance Display — lobby, April-October 1985. (Special assistance from Mary Turnbull, Dance Nova Scotia.)

- Saint Mary's Basilica — 3rd floor, November 5, 1984-June 1985.

- Cape Breton Display — 3rd floor, June-December, 1985. (Special assistance from Ms. Debbie McNab.)

- Robert Norwood and Bob Chambers — Main Exhibition Room (Chase Room), April 24-September 30, 1985.

- Navy Exhibit — 75th Anniversary of the Royal Canadian Navy—Main Exhibition Room (Chase Room), May-September 30, 1985. (Special assistance from Mr. James Paul.)

- Parks Canada — "The Art of Interpretation", Main Exhibition Room and lobby, November 29, 1985-March 1986.

MASONIC COLLECTION

An arrangement has been made with the Grand Lodge of Nova Scotia (Ancient Free and Accepted Masons) whereby the Public Archives becomes the official repository for records of the Grand Lodge and for individual lodges within its jurisdiction participating in the program.

Manuscript Archivist Barry Cahill worked two mornings a week from January to March in the vaults of Freemason's Hall, Barrington Street, Halifax, preparing the material for transfer to the Public Archives. In this

task he was ably assisted by Messrs. Ralph MacLean and Harold Horne, both Past Grand Masters.

The bulk of the masonic collection was transferred to the Public Archives in April. It is some 50 metres in extent and consists of annual returns of lodges, correspondence, letter books, minute books, printed proceedings, registers of members and visitors, etc., ranging indate from the 1780's to the 1970's. Of particular interest are the 18th and early 19th century documents, collected by former Grand Historians, including R.V. Harris, and the records of old and/or defunct lodges. A detailed finding aid for the whole collection is now in preparation.

LIBRARY
(Wendy Duff)

In January, the newspaper control desk was closed and the microfilm reels of wills, deeds and newspapers moved to the library vault. To accommodate this material, the textbook collection and one stack of books were moved to the middle vault. The closure of the newspaper control desk resulted in a more efficient use of personnel and improved security, and enabled us to maintain a high level of public service during periods of heavy usage. Use of the newspaper/library collection increased 20% in 1985.

The library card catalogue was refiled according to 1980 American Library Association filing rules. This project, which took over a year to complete, has resulted in a standard, more easily accessed card catalogue.

Lou Sawler worked with Ruth Legge on conserving archival material. In October the bindery hosted a three-day workshop organized by the Canadian Bookbinders and Book Artists Guild.

During the past year the library received two major donations. Shirley Blakeley donated a large collection of music textbooks, which she had used as a teacher in the Halifax school system. Lieutenant-Commander Letson donated a complete set of the Canadian Navy's magazine *Crowsnest*, 1948-1965.

Statistics

Acquisitions	1985	1984
Monographs	850	2209
Periodicals	1838	1936
Vertical files	198	575
Annuals	493	811
Microfilms	37	19
Microfiches	81	67
Town Council minutes	190	250
TOTAL	3687	5867
Items catalogued	1690	1685
Volumes bound	150	286

Newspapers
(Anjali Vohra)

This year the newspaper division concentrated on the microfilming of newspapers and the acquisition of newspapers not already in its holdings. The major collections filmed during the year were the *Kentville Advertiser*, 1942-1984; the *British North American*, 1850-1855; the *Sydney Record*, 1925-1933; the *Hants Journal*, 1957-1984; and the miscellaneous newspaper collection. In addition to these, several newspapers were donated or loaned to the Archives for microfilming. We are in the process of refilming the *Wesleyan*, 1883-1925.

The newspaper division was active in the acquisition of newspapers not already in its holdings. During the year, 20 newspapers were added to the collection. Nine of these are currently published in Nova Scotia. The others were 19th and 20th century newspapers that were missing from our holdings. This was due primarily to the increased public interest in newspapers created by the project for the Preservation and Access of Nova Scotian Newspapers.

During the year, the indexing of the Nova Scotia weekly and daily newspapers was completed to December, 1984. Unfortunately, due to the enormity of the task and the limited availability of staff time, the indexing has been suspended for the time being.

This year, the newspaper division acquired an additional Kardex to hold our remaining inventory of newspapers on microfilm. The Kardex is now accessible to the public and will provide an important finding aid to the newspaper microfilm collection. The part-time staff is presently Kardexing the originals that are not yet on microfilm and are stored in the second floor vault.

Statistics for 1985

	New	Total
Newspapers Received*		
Weeklies	5	36
Dailies	0	7
Bi-monthlies	1	7
Monthlies	2	10
Quarterly	1	1
TOTALS	9	61

Microfilm Received	Total
1. Purchases and exchanges	90
2. Microfilmed in-house	114
3. Total microfilm received between December 1, 1984 and December 1, 1985	204

*We do not receive all newspapers in original form. Some papers are purchased at the end of the year on microfilm; others come in throughout the year on microfilm. These microfilms are included in Purchases and exchanges.

PHOTOGRAPHS AND PICTURES DIVISION
(Margaret Campbell)

The Photographs/Pictures Division acquired several important collections during the past year, the most significant being the Buckley family photographic record of Guysborough, Nova Scotia, 1889-1952, the Arthur Hambleton collection of the World War I munitions and shipbuilding industry at Trenton, Nova Scotia and the collection of Nova Scotia artist Gladys Gesner. The in-house photo lab completed its first full year of operation and, despite its part-time status, produced a substantial high-quality output. About 2500 photographs were catalogued under the Provincial Employment Program. Finally, the Archives produced its first full-scale photograph exhibition, *Robert Norwood's Nova Scotia*, which was favourably received by the media and the general public.

The most pressing problem faced by the Photographs/Pictures Division is the acute shortage of staff. Because of the staff shortage, collections management has been reduced to accessioning and boxing the collections received each year. Many items are left in their original poor quality envelopes because there is no time to transfer them and their original captions to archival envelopes. They remain unidentified, uncatalogued and, therefore, unavailable to the public. Cataloguing has been for the past three years totally dependent on the Provincial Employment Program. This means time-consuming training of each new employee and inconsistency in cataloguing.

Principal Accessions

Buckley Family:

Photograph collection by William Hall Buckley and his children Walter Guy, Mary and Eric, of Guysborough, Nova Scotia, recording the appearance, daily activities, special events and environs of Guysborough, 1889-1952, as well as commercial portraits, interiors and personal Buckley family photos. Many of the Guysborough scenic photographs were printed as "Real Photo" postal cards by Buckley Jewellery Souvenir and Optical Shop; about 75 were published by commercial publishing firms. 886 glass and nitrate negatives. (1985 - 386).

Richard McCully:

Contact prints of 218 5x7 glass negative aerial views of Amherst, Chester, Digby, Halifax, Kentville, Oak Island, Oxford, Pugwash, Parrsboro,

Springhill, Truro, Weymouth, Wolfville, Yarmouth and Annapolis County, Nova Scotia, taken by Richard McCully, 1931. (1985 - 384).

Warren-Perry Family Collection:

Four photograph albums, c. 1870-1914, three of which contain portraits by various Halifax, Yarmouth, Truro, Wolfville, Saint John and Moncton photographers; the fourth contains pictures of scenes and activities at Halifax and regattas on the Northwest Arm and the Dartmouth Lakes. (1985 - 415).

Samuel Newton Weare:

Photograph collection of S.N. Weare, druggist and stationer, Bridgetown, Nova Scotia, of Bridgetown scenes, c. 1895-c. 1910, including family portraits, homes and homesteads, the Larrigan Boot Factory and its products, buildings, local scenery and activities, athletic groups and scenes of New York and Boston. Many of the 221 negatives were taken by Weare. (1985 - 563).

Harry Wilson:

Photograph collection by Harry Wilson, druggist, Windsor, Nova Scotia, of Nova Scotia scenes, mainly Hants County and Halifax, as well as some of Massachusetts, c. 1900-c. 1916. 220 glass negatives. (1985 - 547).

Gladys Gesner, estate of:

Collection of works, 1920-1974, by Nova Scotia artist Gladys Gesner (1906-1985). A native of Halifax, Miss Gesner was educated at Columbia University and the Nova Scotia College of Art, taught in the Halifax school system and exhibited annually with the Nova Scotia Society of Artists. Collection includes a self-portrait, two folios of works and sketchbooks, including lessons from Famous Artist's Painting Course Inc., two sketchbooks, 1951 and 1974, individual framed and unframed artworks and weaving. Media include oil, water colour, pencil, ink and pastels; subjects include still lifes, landscapes, figure studies and a few abstract works. (1985 - 159; 360).

In-house Photo Lab

The photo lab continued to operate two and one-half days a week, except during the 16-week summer works program, when it operated five days a week. During 1985 the photo technician, Anne Masterson, copied 1050 negatives and photographs borrowed from individuals and organizations, and made reference prints of 820 newly acquired glass and nitrate negatives and about 300 negatives in the E.A. Bollinger Collection. She also filled 140 public orders for photograph reproductions.

The volume of work is far greater than can be processed on a part-time basis, and a chronic three-month backlog has developed. This has not allowed for conservation copying of nitrate negatives, 1000 of which have been donated or loaned for copying during 1985. The only archivally accepted method to ensure preservation of the content of deteriorating nitrate negatives is to transfer them onto positive film from which contact negatives can be made to produce high-quality prints indefinitely. This project is of great importance because much of the photographic record from 1900 to 1939 is on nitrate negatives, which will inevitably deteriorate and eventually self-destruct. The following passage from Weinstein and Booth, *Collection, Use and Care of Historical Photographs* (American Association for State and Local History, 1977) graphically describes the process:

> First, the film base discolors to a yellow-brown, usually uniformly, generally accompanied by staining and fading of the picture image. Second, the emulsion becomes soft and tacky, the film will adhere to other film or paper and the film base may also become brittle. Third, the base then becomes soft, contains gas bubbles and emits a noxious odor of nitric acid, an unmistakable clue. Fourth, the entire film softens and becomes a sticky misshapen mass still emitting the same strong odor. At this stage, the mass can actually run down onto the drawer bottom and damage paint. Fifth, the film mass degenerates partially or entirely into a brownish powder.

It should be pointed out that deteriorating nitrate negatives become a fire hazard. Refrigeration will slow the process of deterioration, but the only long-term solution is to duplicate the negatives before they deteriorate so badly that they can no longer be copied.

Principal Collections Copied

Owen Barr:

Lumbering in Nova Scotia, 1900-1930.

St. Margaret's Bay Historical Society:

A community history of the St. Margaret's Bay area in photographs, 1890-1950.

Arthur Hambleton:

Semi-professional photographer. Photographic record of the Eastern Car Company, division of Nova Scotia Steel and Coal Company, Trenton, Nova Scotia, 1915-1920: railcar and munitions factory operations, including women munitions workers, and construction of the Car Company's shipyard and complete detailed sequences of the building of two World War I freighters, "War Wasp" and "War Bee". 230 badly deteriorating nitrate negatives still awaiting duplication onto positive film.

P. Lyall and Sons Construction Co. Ltd.:

Photograph album of buildings built by the firm, 1913-1918, a number of which used stone from the Wallace Quarry.

Cameron Family:

Cameron's Lobster Factory and school groups, Port Howe, Cumberland County, Nova Scotia, c. 1900-c. 1916.

Bailly Family:

145 glass negatives of Lunenburg, Nova Scotia, c. 1900-c. 1905.

B. Alexander:

Hantsport, Nova Scotia, c. 1900-1950, including a number by professional photographer A.E. Cornwall.

Exhibition — Robert Norwood's Nova Scotia and Chambers on Stanfield, April 23 - September 30

The photograph archivist organized the Archives' first matted and framed in-house photograph exhibition, featuring the work of professional photographer Robert Norwood (1905-85), evoking the traditional occupations, way of life and scenes of Nova Scotia, 1930's-1950's. Also on display were cartoons by Robert Chambers (1905-) on the political career of the Hon. Robert L. Stanfield.

The organization of the exhibition was very time-consuming as the photograph archivist had to take care of virtually all aspects, including selection and captioning of the photographs, interviewing Mr. Norwood on tape, preparing exhibition notes on Norwood and Chambers, arranging for matting, putting the matted photos into backloading frames, designing the poster, hanging the pictures and arranging all the details of the opening including guest list, refreshments, obtaining and introducing the opening speaker and press coverage. The exhibition was opened by Mr. Chambers who delighted the audience with reminiscences of his long association with fellow octogenarian Mr. Norwood, who was present at the opening. The exhibition received good media coverage, especially by the Halifax Herald Limited and CBC radio, which gave excellent reviews of the exhibition. Approximately 1200 visitors viewed the exhibition.

It was an honour for the Archives to exhibit the work of two such distinguished Nova Scotia artists. We note with regret the death of Robert Norwood on November 1. We were fortunate indeed to be able to honour this distinguished Nova Scotia photographer during his lifetime.

MICROFILM DIVISION
(Philip L. Hartling)

Microfilms of manuscripts catalogued by the microfilm archivist during the year ending 31 December, 1985, were as follows:

	Positives			Negatives	
	1985	1984	Microfiche	1985	1984
Churches	12	15		12	15
Miscellaneous	4	5	73	4	5
Places	51	48		39	48
Biography	18	31		17	31
Manuscript group/ record group	255	40		207	40
Other microfilms		177			40
TOTAL	340	316	73	279	179

During the year, Mr. Brenton Haliburton filmed 100 rolls of microfilm consisting primarily of manuscript collections, Mrs. Lorraine Hobbs filmed 122 rolls of newspapers and manuscripts, and Mrs. Linda Cookson filmed 134 rolls. Mrs. Cookson was employed through the Provincial Employment Program.

The larger collections filmed during the year included Halifax County Assessments, 1880-1978 (151 rolls), Nova Scotia Electoral Lists — 1984 election (13 rolls), Westville Town Council minutes (6 rolls), St. John's United Church records, Sherbrooke (6 rolls) and Hedley Lawson's diaries (4 rolls). The Genealogical Society of Utah provided the Archives with complimentary microfilms of the Stayner Papers (16 rolls), Cape Breton Land Papers (14 rolls), miscellaneous genealogies (11 rolls) and a microfiche of the Genealogical Society's holdings of Nova Scotiana. The Provincial Archives of New Brunswick donated two rolls of the minutes of Coverdale – Interprovincial Home for Girls, Moncton. From the Public Archives of Canada, the Archives received one roll of Jean-Mande Sigogne's papers and 72 microfiche detailing various finding aids of collections held in the former institution. The microfilm archivist submitted 66 requests for interlibrary loan material, primarily from the Public Archives of Canada and the Provincial Archives of New Brunswick.

The most pressing needs of the Microfilm Department include additional storage cabinets and readers. At present there is a critical shortage of storage cabinets. Many cabinets are full and, consequently, cannot accommodate the additional microfilms that arrive on a regular basis. There is also a shortage of microfilm readers. Many of the readers date from the 1950's and 1960's and are frequently out of order. Due to increased use from the public in general, and the introduction of a local studies program in Halifax City high schools (which involves research at the Archives), most readers are constantly in use.

Due to the numerous collections that patrons lend the Archives to be filmed, the microfilm archivist is unable to actively solicit other collections because of the camera operator's backlog. It is almost impossible to allocate time to film deteriorating collections held within the Archives. It is only through the Provincial Employment Program that manuscript collections held at the Archives are filmed. The addition of another permanent camera operator would help solve this problem.

PROVINCIAL MAP DIVISION

(Garry Shutlak)

During the past year the Provincial Map Division, consisting of a permanent staff of a map archivist and shared clerk/typist/receptionist, has found its time increasingly taken up with public service. The number of telephone requests increased 12% over the previous year and the number of researchers jumped nearly 30%. It is becoming increasingly clear that the Division cannot maintain its present level of public service as well as collect, sort, and catalogue the collection. During the past five years, collection and cataloguing have taken a back seat to public service. A choice between public service and cataloguing soon may be required.

Special Projects

In June 1985, the Map Division received a further shipment of 23 map cases from the City of Halifax Engineering and Works Department. At the same time the Map Division and Engineering and Works Department reached an agreement in which the Department supplied us with a cataloguer, Ms. Kris Dalzell, to clean, sort, flatten and weed the donation. The cataloguer began working the last week of June and, at present, some 35 map drawers, containing approximately 6500 maps, have been catalogued. Unless financial restraint at the City of Halifax eliminates the project, work will continue until all cases have been completed.

Projects such as the above program and occasional winter and summer works programs are almost the only means by which the Division can begin to address the large backlog of uncatalogued materials. The need for a clerk/technician shared with the Photographs and Pictures Division remains urgent and pressing.

PUBLIC SERVICE STATISTICS - MAPS & PLANS

Maps & Plans		1985	1984	1983
Maps	Day	6,033	4,622	3,680
	Night	1,009	1,729	66
	Total	7,042	6,351	3,746
Architectural Plans	Day	3,667	414	1,304
	Night	1,132	261	379
	Total	4,799	675	1,683
Total		11,841	7,026	5,429
Telephone Inquiries		647	568	505
Correspondence		127	149	119
Tours		15	31	—
Researchers		1,223	964	904

FILM AND SOUND DIVISION
(JoAnn Watson)

Acquisitions

Number of accessions	98	
Discs	300	
Audiotape	941	
Videotape	168	
Film	279	
Printed documents	c. 88	cm
Miscellaneous	120	35mm slides

Use Statistics

Researchers		216
Requests - Filled	Audio	258
	Film	595
	Video	15
	Miscellaneous	139
Requests - Unfilled		20
Copies of material made	Audio	10
	Video	4
	Xerox	290
	Photos	40
Events in audio visual room for which equipment supplied		71

FILM AND SOUND DIVISION

Principal Accessions

Atlantic Filmmaker's Co-operative:

76 cm of correspondence, financial and production-related material dating from 1973-1982.

Nova Scotia Department of Agriculture Collection:

105 cans of 16 mm film (or c. 32 hours).

CBC Radio Collection:

539 reels of audiotape and 2 discs (or c. 32 hours) plus drama scripts. These tapes comprise an annual shipment that is a selection of CBC regional programming.

CBHT Television Collection:

77 video cassettes (or 77 hours) containing approximately 150 *Heritage* programs.

Scotian Railroad Society Collection:

98 stenorette audiotapes; 183 6" green discs (or c. 30 hours) plus 1½" typed index cards relating to electronic material.

Solar Audio Collection:

26 reels of audiotape (or 13 hours) of the 1976 Atlantic Folk Festival.

Department of Mines Collection:

11 cans of film (c. 3 hours) of an educational nature shot by H.P. Messervey, Inspector of Mines and Quarries, in the 1930's.

Nova Scotia Department of Government Services, Information Division, Film Unit Collection:

22 cans (c. 6 hours) of 16 mm film consisting of a duplicate and negative each of wartime footage from the Kodachrome collection. 115 cans of 16 mm film (c. 35 hours) plus 40 audiotapes (c. 26 hours). All of this material relates to two separate productions, Panamex Drydock and Royal Tour (Prince Charles and Princess Diana), which were cancelled before they reached the post-production stage.

Judith Fingard Collection:

29 audiotapes (c. 29 hours). Part of the ongoing oral history project entitled "Dalhousie University".

Shirley A. Blakeley Collection:

61 audiotapes plus 12 discs (c. 7 hours). This material was used in the Halifax City public school system for music instruction.

Canadian Association of the Mentally Retarded Collection:

18 audiotapes (c. 36 hours) of the proceedings of the Canadian Association of the Mentally Retarded's annual conference held in September 1985, entitled "Making Progress '85".

Halifax Cablevision Collection:

12 video cassettes (c. 12 hours). A selection of community programming from the 1984-85 season.

Royal Commission on Education, Public Service; Provincial-Municipal Relations Collection (AKA Graham Royal Commission):

113 audiotapes (c. 200 hours) of recordings of proceedings of public hearings of the Graham Royal Commission, ranging from 1971 to 1973.

Acquisitions in Progress

Through the continuing research of the Nova Scotia Filmography project, the Film and Sound Division has been made aware of at least ten, and quite possibly more, collections of film taken by amateur cinematographers. Several of these collections (which may include 10-50 reels of film) have been brought into the Division for repair, cleaning and content reporting.

16 mm film, the most common amateur format, was introduced in 1923. It is a testament to the enthusiasm of these early Nova Scotia filmmakers that some of the material in their collections dates from the late 1920's and covers the entire geographic range of the province. Among many noteworthy scenes are family outings in Digby in the 1920's, circus parades in Halifax in the 1930's and some rare pre-World War II colour footage of Cheticamp and the Cabot Trail.

In addition to 16 mm film, much of the material has been taken on regular 8 mm film. The Division now feels it necessary to consider the purchase of an 8 mm viewer and rewinds to better handle this now obsolete format.

Through interviews with these filmmakers the names of several of their colleagues have been obtained, and it is felt that Film and Sound will be kept busy in the next year following up on these individuals. It is anticipated that filmography research could generate acquisitions in the vicinity of 230 cans of film. To date the breakdown is as follows:

8 mm = 85 cans
16 mm = 106 cans
35 mm = 35 cans
28 mm = 4 cans

Major Collections Catalogued

In 1985 the major concentration of energy in the Film and Sound Division was in the area of access to collections. This has become possible, in part, by a grant from the Public Archives of Canada (see section on special projects) and the ensuing Film and Sound population explosion. Work on the CBC Radio (FSG 2) and Television (FSG 1) collections has progressed as never before, as we now have 2½ employees devoting all their time to detailed listing and cataloguing. To date, 809 FSG 2 and 519 FSG 1 programs have been catalogued, which allowed full-time permanent staff members to turn to other collections that badly needed attention. Among these are:

National Film Board Collection:

17 titles of productions dating from the 1940's-1950's, including 5 cans of material on coal mining in Cape Breton during World War II. (FSG 3).

Nova Scotia Department of Government Services, Information Division, Film Unit Collection:

Ninety-five 16mm film titles are represented in this collection dating from the early '50's to the mid '70's. Also included are 185 cans of outtakes from the same titles, 50 items of miscellaneous material and advertisements from 1960 to the 1970's and 35 mm outtakes from 5 promotional tourism ads produced by Dalton Camp Company. All the material has been listed. (FSG 26).

Department of Mines Collection:

In the 1930's, while Mr. J.P. Messervey was an inspector of Mines and Quarries, he filmed extensively the operations of the Nova Scotia mining industry. In the early '50's this footage was made into several films and distributed by the Nova Scotia Department of Mines. Film and Sound has now catalogued and listed 22 titles of Messervey material. (FSG 28).

Collections of Individual Producers (Includes Personal Collections):

This collection has been entirely recatalogued and renumbered, and a finding aid has been produced. (FSG 30).

Conservation Projects Undertaken in 1985

Margaret Perry Collection:

Under the auspices of the National Film Board Atlantic Region, a transfer from 16 mm film to 3/4" videotape of the entire Margaret Perry Collection has almost been completed. This means that our 16 mm film can be preserved and video dub will be used exclusively for viewing.

Naval Wartime Footage:

In 1985 all naval wartime footage from the Nova Scotia Department of Government Services, Information Division, Film Unit Collection, was closed to the public while it was being considered for inclusion in a production by the National Film Board Atlantic Region. During this time the National Film Board undertook to make negatives and duplicate 16 mm copies as well as 3/4" video dubs of all this valuable footage. Thus, as with the Margaret Perry Collection, valuable film footage can be preserved and the video dub will be used as a viewing copy.

Barbara Keddy Collection:

The entire Keddy Oral History Collection on nursing in Nova Scotia in the 1920's and 1930's was transferred from audio cassette to 1/4" reel to reel audiotapes. The 1/4" reel to reel audiotape is a much more viable storage medium for sound recordings for long-term preservation.

Disc to Tape Transfer:

A massive disc to 1/4" reel to reel audiotape transfer is underway in the Film and Sound Division. Once the discs have been transferred to tape they are stored in sealed boxes and all research is referred to the taped preservation copy. To date 337 discs have been dubbed.

Production Use

In the past year there has been an increasing amount of material used for production purposes. This is occurring as the collection becomes better known and more accessible. In return for providing access to material — once permission from the depositor has been acquired — Public Archives of Nova Scotia requests an on-air credit and a video copy of the item as it goes to the air. To date the Public Archives of Nova Scotia has made this arrangement with CTV (Canada AM), Global Network (Ontario Evening News), CBC Enterprises ("Don Messer's Jubilee" — VHS), Viking Cable and ATV/ASN.

Special Projects

Public Archives of Nova Scotia/Public Archives of Canada Agreement:

In 1984, the Division applied to the National Film, Television and Sound Archives for assistance in the preservation of CBC regional broadcasting records. It responded positively to our proposal and $33,500 was received by the Film and Sound Division. Film and Sound agreed to preserve, catalogue and make available for research 100 hours each of current regional CBC radio and television programming, as well as a further 2300 hours of CBC regional radio and television material in our backlog.

In June, 1985, two full-time term positions were filled when a cataloguer and a research assistant were hired. Work progresses at a very good pace, and by March 31, 1986, the terms of the contract will have been met.

Nova Scotia Filmography funded by Public Archives of Canada:

The basic research on Nova Scotia Filmography is very close to completion. Major film collections that have been canvassed and integrated into the body of the Filmography include the CBC, ATV, the National Film Board and films on deposit at the National Film Television and Sound Archives in Ottawa. Principal newsreel and specialized libraries have been contacted, as well as individuals who have been associated in some way with film production in Nova Scotia. Approximately 5000 entries, ranging from full-length features to one minute man-on-the-street interviews, have been accumulated. As a result of this research, several collections from the 1920's onward taken by gifted amateur cinematographers have been brought into the Archives for examination and potential deposit.

Marconi to the Satellite
Section 38, Canada Employment & Immigration:

Marconi to the Satellite, a six-month Section 38 project funded by Canada Employment and Immigration, has created employment for four researchers. The Public Archives of Nova Scotia provided the project with working space in the 5th floor reading room, complete with desks and chairs. The Film and Sound Division provides research advice and assistance as well as access to equipment required during the course of the project.

The objectives of the project are threefold: (1) to research the development of communications technology in the Atlantic Provinces within the national and international context; (2) to train researchers in the use of microcomputers; and (3) to investigate the possibilities of developing information packages for education, research and the home market.

The Marconi to the Satellite group also hopes to mount a mixed media exhibit on the history of broadcasting to take place in the Chase Room of the Public Archives of Nova Scotia commencing in March, 1987.

Motion Picture Heritage Fund of Nova Scotia:

Throughout 1985 there were regular monthly meetings of the Motion Picture Heritage Fund, which the acting film and sound archivist attended in the capacity of secretary-treasurer. In addition, the assistant to the archivist attended as the representative of the Atlantic Filmmakers' Co-operative, along with representatives from the CBC, National Film Board, the Nova Scotia Film Unit and private sector film and video producers.

The major fund-raising event undertaken by the Motion Picture Heritage Fund of Nova Scotia during the year was the Academy Awards Celebration. Held in conjunction with the live telecast of the actual Academy Awards ceremony on March 25, the Academy Awards Celebration proved to be a major media and social event. Months of volunteer effort by an expanded Motion Picture Heritage Fund committee (that included representatives from ATV, C-100 and the Nova Scotia Film Resource Centre) resulted in an event that attracted more than 400 participants.

The large-screen telecast of the Academy Awards ceremony was complemented by a full evening of live entertainment. Although it fell short of its fund-raising goals, the Academy Awards Celebration was judged to be a social success and an excellent publicity effort on behalf of the Motion Picture Heritage Fund of Nova Scotia and the Film and Sound Division.

SCHOOL RECORDS

(Barry Cahill)

As of 31 December 1985, some 460 school record inquiries had been received and answered.

Major accessions to the school registers collection included the Clare-Argyle District School Board; Digby District School Board; Halifax-Bedford District School Board (Musquodoboit-Sheet Harbour Area); Hants West District School Board; Northside-Victoria District School Board (Town of Sydney Mines); Pictou District School Board; Shelburne County District School Board.

A memorandum from the Provincial Records Manager and the Director of Inspection Services (Department of Education) was circulated among superintendents of schools in April. It concerned the establishment of a uniform procedure for transferring school registers to the Public Archives. As of 30 November, the Public Archives had made an arrangement for the deposit of registers with every school board except Antigonish District, Cape Breton District, Kings County District, Yarmouth District and the Hantsport Board of School Commissioners.

The archivist in charge of school records applied for and received a project under the Provincial Employment Program (Fall). Graeme Stanley and Katherine Carr were hired and have been reorganizing the school registers collection, where necessary, and revising the multi-volume catalogue of school registers. It is hoped that the catalogue may be completely typed and then made available to researchers.

MISCELLANEOUS

Volunteer Program

The volunteer team of Elinor Walker, Marjorie Barteaux and Sally King continued to sort and list documents concerning Shelburne County. In 1985 they completed an invaluable finding aid to Supreme Court cases for the period 1816-1971 and began sorting County Court records. Without their assistance, it is doubtful that work on these collections could be completed so quickly or thoroughly.

Ms. Kathy Crasweller donated one afternoon a week from January to June and completely catalogued the Robert Norwood collection of photographs.

Acadian Project

An ad hoc committee made up of the Centre d'Études Acadienne, the Provincial Archives of New Brunswick and others received a grant to prepare an analytical inventory of Acadian source material in regional repositories. Mr. Raymond Leger was awarded a one-year contract, effective 12 November 1985, to explore sources at the Public Archives of Nova Scotia, especially RG 1. This work will provide an invaluable resource tool for those undertaking research in this province on the Acadians.

International Women's Peace Conference

An International Women's Peace Conference was held at Mount Saint Vincent University in Rockingham, June 5-9, 1985. The papers and proceedings of this conference have been donated to the Public Archives of Nova Scotia. The Conference Editorial Committee has retained Mrs. Catherine Pross to organize the collection.

Job Shadow Program

The Archives accepted three individuals under the Job Shadow program, which enables high school students to obtain practical work experience in fields in which they have expressed an interest to work.

Nova Scotia Subject Headings Authority (N.S.S.H.A.)

Through the sponsorship of the Council of Nova Scotia Archives, Wendy Duff and Julie Morris received a grant from the Federal Job Development Program, Canada Employment. They hired four project workers for a 47-week period (February-December, 1985) to develop a subject headings authority and to edit it using a micro-computer. The project was located at P.A.N.S. because of its collection of Novascotiana and the availability of the archivists and a librarian to provide assistance and access to a micro-computer with word processing capabilities.

The N.S.S.H.A. was developed in two stages: first, a foundation of terms was constructed using the Library of Congress Subject Headings Catalogue and Canadian Subject Headings Catalogue and the general subject card index on the third floor of P.A.N.S.; second, terms used by researchers, historians and archivists who had experience in using Nova Scotia collections were entered into the computer. The project workers used the N.S.S.H.A. when cataloguing and indexing materials from the library, manuscript and public records collections. This "trial and error" method helped both determine its success as an indexing tool and identify its inconsistencies.

The N.S.S.H.A. will be made available to archives, libraries, museums and historical societies within the province. It will provide a framework for standardization and consistent application of subject headings for all institutions with collections of Nova Scotia material (i.e., books, textual records, photographs, newspapers, etc.). In addition, with the advent of computers, it will maximize "on-line" searching capabilities. It is mandatory that a controlled vocabulary be used when indexing sources, and until this is established the Archives cannot begin networking or constructing a central data base.

Nova Scotia Historical Review

Volume 5, No. 1 of the *Nova Scotia Historical Review* was published in June. The theme was the 40th anniversary of the end of World War II and the 75th anniversary of the founding of the Royal Canadian Navy. The theme of the December issue was the bicentenary of the founding of Sydney and featured papers that were delivered at the DesBarres conference in Sydney in May.

The *Nova Scotia Historical Review* submitted a project proposal under the Provincial Employment Program (summer), which was ap-

proved. Trevor Leech, a Dalhousie University Law School student, created a special promotional package that was mailed to doctors, lawyers and dentists in the Halifax-Dartmouth area. Approximately 75 new subscriptions were gained as a result.

In September, the first annual High School Essay Competition was launched, sponsored by the *Review*. The competition, which closes on 1 March, 1986, is open to all high school students throughout the province.

The *Review* submitted another project proposal under the Provincial Employment Program, which was also approved. Felicia Hartigan was hired and has begun to compile an index by author, title and subject of all articles and book reviews in the *Nova Scotia Historical Quarterly* (1971-1980) and the *Nova Scotia Historical Review* (1981-1985). When completed, this index will be published and sold. Barry Cahill, of the Archives staff, is assistant editor of the publication.

Dalhousie Law School Fire

On 16 August, 1985, the Dalhousie Law School library was heavily damaged by fire and water. Four members of the Archives staff — Wendy Duff, Sandra Haycock, John Macleod and Georges Dupuis — took part in the operation to salvage water-damaged materials. Ms. Duff, in particular, was able to contribute ideas and advice based on a disaster preparedness seminar she had attended in Toronto.

Republic of Korea

During the summer of 1985, the Public Archives of Nova Scotia prepared nearly 15,000 photo-reproductions of documents and photographs from its collection, which will be displayed in the Independence Hall now being erected near Seoul, Korea, at the foot of Mt. Huksong.

All the copies came from 16 metres of correspondence, journals and photographs related to the Presbyterian Mission in North Korea, founded in 1898 by three Maritimers. The papers included are those of Rev. Duncan MacRae, Dr. Robert Greirson and Rev. William Rufus Foote and those of Rev. Alexander Robb, Rev. Luther Young and Dr. Florence Murray. The collection was donated by Mrs. Helen MacRae Parker Lee.

Mr. Young-Kil Park, Cultural Attaché, Republic of Korea, and Ms. Sandra Haycock of the Archives staff co-ordinated the copying of the materials.

Canadian Conservation Institute (C.C.I.)

The C.C.I. constructed an exhibition case for the anti-confederation banner they recently restored for P.A.N.S. The banner will go on permanent display in the near future.

Travelling Exhibition

The Public Archives of Nova Scotia participated in the national exhibition entitled "Canada Collects the Middle Ages" by loaning a document from its collection, dated c. 1240, entitled "Grant by Thomas Brun to Adam, Son of Jordan, of land in Ulitewellerode". The exhibition closes in 1987.

PAPERS/PRESENTATIONS

John MacLeod

Compiled *Illustrated Historical Calendar of Dartmouth*, published by the Dartmouth Museum Society.

Garry Shutlak

January-June. Delivered four lectures entitled "How to Use the Archives as a Tool in Architectural Research", Technical University of Nova Scotia, Halifax.

Allan Dunlop

21 February. Spoke at Heritage Awards evening, Colchester County Historical Society, Truro.

Allan Dunlop

6 March. Presented history lecture entitled "The research of George Patterson — Pictou County Historian", St. Francis Xavier University, Antigonish.

Wendy Duff

20 April. Presented two seminars: "Disaster Planning" and "Standardizing of Nova Scotia Subject Indexing in Archives and Museums", Federation of Nova Scotian Heritage and Council of Nova Scotia Archives, Bridgewater.

Allan Dunlop

20 April. Presented seminar on "The State of Religious Archives in Nova Scotia", Bridgewater.

Mary Ellen Wright

2 May. Authored paper "Unnatural Mothers — The Crime of Infanticide in 19th Century Halifax", at St. Mary's University, Halifax, Atlantic Canada Studies Conference.

Allan Dunlop

13 May. Illustrated talk entitled "The Public Archives of Nova Scotia", the Heritage Association of Antigonish, Antigonish.

John MacLeod

9 May. Presented "Historical Images of Halifax", Dartmouth Museum Society, Dartmouth.

Sandra Haycock

7 June. Presented "Records Management in Nova Scotia — An Archival Perspective", the Association of Deputy Ministers, Province of Nova Scotia, Halifax.

Mary Ellen Wright

19 June. Talk entitled "Thomas Miller and the Miller Book", Colchester County Historical Society, Truro.

Sandra Haycock

Authored a biography of Dr. Phyllis Blakeley on the occasion of her retirement, *Association of Canadian Archivists Bulletin*, Vol. 9, No. 5, June 1985.

Darlene Brine

June. Authored "Victory Bonds and the War Effort", *Halifax Focus*, Vol. 2, No. 6, June 1985.

Philip Hartling

June. Book review of Margaret I. Campbell's *No Other Foundation: The History of Brunswick Street United Church with its Methodist Inheritance* in *Nova Scotia Historical Review*, Vol. 5, No. 1, 1985.

Wendy Thorpe

July. Book review of Catherine Shepard's *Surrogate Court Records at the Archives of Ontario*, in *Nova Scotia Genealogist*, Vol. 3, No. 2, July 1985.

Allan Dunlop

July. Authored "Goodbye My Friends Goodbye", *Halifax Focus*, Vol. 2, No. 7, July 1985.

Julie Morris

21 September. Course on preparation of and research into the genealogical holdings of the P.A.N.S., Amherst.

Garry Shutlak

10 October. Presented "How to Use Maps and Plans in Historical Research", Provincial Heritage Co-ordinators, Halifax.

Julie Morris

26 October. Lecture entitled "Genealogical Resources at the Public Archives of Nova Scotia", Truro.

Garry Shutlak

October-November. Six lectures concerning the "Titanic" to Halifax and area schools.

Barry Cahill

6 December. Presentation entitled "The Career of Nova Scotia's only Irish-Born Chief Justice — Hon. Bryan Finucane", the Royal Nova Scotia Historical Society, Halifax.

Julie Morris

7 December. Instruction of intermediate-level workshop on genealogical research, Halifax.

Wendy Duff

June-December. Authored Nova Scotia contribution for "Recent Publications Relating to the History of the Atlantic Provinces", *Acadiensis*, June and December.

Dr. Phyllis Blakeley

December. Articles on Hugh Bell, Sir Brenton Halliburton, Richard McLearn and Temple Foster Piers, *Dictionary of Canadian Biography*, Vol. VIII.

Allan Dunlop

December. Articles on Thomas Dickson, Thomas Ritchie and Rev. Hugh Ross, *Dictionary of Canadian Biography*, Vol. VIII.

Barry Cahill

December. Article entitled "Jacob Ueltschi and Family: Nova Scotia Pioneers from Switzerland", *Nova Scotia Historical Review*, Vol. 5, No. 2, 1985.

Mary Ellen Wright

Article "You come late Monsieur Le' Governor, why you not come before?", *Nova Scotia Historical Review*, Vol. 5, No. 2, 1985.

Garry Shutlak

December. Article on John Conrad West, *Dictionary of Canadian Biography*, Vol. VIII.

CONFERENCES

January 11	Duet Conference, Rockingham	Sandra Haycock
February 15-16	Small Town Life in The Maritimes, An Interdisciplinary Workshop, Sackville, N.B.	Sandra Haycock Mary Ellen Wright John MacLeod
February 22	Nova Scotia Association of Architects, Halifax	Garry Shutlak
February & April	Dalhousie University Conservation Course, Halifax	Darlene Brine
March 7-8	An Ounce of Prevention: a symposium on Disaster Preparedness, Toronto, Ontario	Wendy Duff
April 12-13	Annual General Meeting, Council of Nova Scotia Archives, Halifax	Julie Morris John MacLeod Philip Hartling Mary Ellen Wright Barry Cahill Sandra Haycock Wendy Duff Anjali Vohra Allan Dunlop
April 16	Federation of Nova Scotian Heritage "Exhibit Labels", Bridgewater	Darlene Brine
April 20	Archives Seminar, Federation of Nova Scotian Heritage and Council of Nova Scotia Archives, Bridgewater	Julie Morris Anjali Vohra Allan Dunlop Wendy Duff Darlene Brine

April 22-26	Examination of New Brunswick records management program, Fredericton, N.B.	Sandra Haycock
April 26	Committee for the Preservation of Architectural Records, Boston, Mass.	Garry Shutlak
May 1-4	Atlantic Canada Studies Conference, Halifax	John MacLeod Julie Morris Mary Ellen Wright
May 12	Genealogical Institute of the Maritimes, Amherst	Julie Morris
May 21-31	PRECIS (indexing course), Toronto	JoAnn Watson Karen Berrigan
May 25	Annual General Meeting, Federation of Nova Scotian Heritage, Halifax	Sandra Haycock John MacLeod
May 31-June 2	Life Long Learning, Atlantic Provinces Library Association, Fredericton, N.B.	Wendy Duff
June 11-15	Annual General Meeting, Association of Canadian Archivists, Edmonton, Alberta	Margaret Campbell Allan Dunlop Julie Morris
August 12-16	Atlantic Canada Institute, Halifax	John MacLeod Julie Morris
September 11-14	Union of Nova Scotia Municipalities, Halifax	Wendy Thorpe
September 25-28	Atlantic Canada Workshop, Sydney	John MacLeod Allan Dunlop Mary Ellen Wright

October 10	Heritage Inventory Co-ordinators, Halifax	Wendy Thorpe
October 17-18	Association of Atlantic Historians, Antigonish	Allan Dunlop
October 21-23	Leather Binding and Phase Box Making, Canadian Bookbinders and Book Artists Guild, Halifax	Lou Sawler
October 22-23	Conservation Workshop, Public Archives of Canada, Ottawa, Ontario	Julie Morris
October 23-26	Film and Video Festival, Halifax	JoAnn Watson
November 1	Fall Meeting, Council of Nova Scotia Archives, Yarmouth	Sandra Haycock Wendy Duff Georges Dupuis Anjali Vohra John MacLeod JoAnn Watson Allan Dunlop Garry Shutlak
November 7-10	Seminar on new social studies textbook, Fredericton, N.B.	Allan Dunlop

PROFESSIONAL ACTIVITIES

Ad Hoc Committee for the Preservation and Access of Nova Scotia Newspapers	Allan Dunlop, Wendy Duff, Anjali Vohra, Meg Whyte, Chairperson
Anglican Diocesan Archives Committee	Philip Hartling
Atlantic Chapter of Records Managers of Canada (ARMA)	Sandra Haycock
Atlantic Provinces Library Association	
Conservation Committee	Wendy Duff, Chairperson
Publication Committee	Meg Whyte, Conjoint
Medical Archives Committee	Sandra Haycock
Council of Nova Scotia Archives	Allan Dunlop, Treasurer Sandra Haycock, Newsletter Editor
Dartmouth Heritage Advisory Committee	John MacLeod
Dartmouth Museum Society	John MacLeod, Program Chairperson, Co-ordinator Fall Works Project
Federation of Nova Scotian Heritage	Allan Dunlop (Advisory Committee)
Genealogical Association of Nova Scotia	Julie Morris, Managing Editor, *N.S. Genealogist*
Genealogical Institute of the Maritimes	Julie Morris
Halifax Heritage Advisory Committee	Garry Shutlak, Vice-Chairman
Halifax Library Association	Wendy Duff, Treasurer

Heritage Trust of Nova Scotia	John MacLeod, Treasurer Philip Hartling, Board member
Maritime Conference Archives	Allan Dunlop
Motion Picture Heritage Fund of Nova Scotia	JoAnn Watson Allan Dunlop
N.S. Government Library Council	Wendy Duff, Chairperson
Provincial Conservation Committee	Allan Dunlop
Royal Nova Scotia Historical Society	Allan Dunlop, Paper Chairperson Mary Ellen Wright, Assistant Secretary
Society for the Study of Architecture in Canada	Garry Shutlak, Nova Scotia Board Member

PROVINCIAL EMPLOYMENT PROGRAM

The Provincial Employment Program (Department of Development) provides funding to hire individuals to process the constant volume of material received by the Archives. The following projects were undertaken during the 1985 calendar year:

Summer

Newspapers.	Preparation and typing of an index of all pre-1900 Cape Breton Newspapers in our holdings as our project to recognize the 200th anniversary of the establishment of Cape Breton as a separate colony. (2 people).
Microfilming.	134 rolls of filming completed. Halifax assessment records. (1 person).
Photographs.	One phototechnician, two cataloguers and one typist hired. About 2500 photographs copied and catalogued. (3 people).
Artifacts.	Inventory completed, photography and historical record for entire artifacts being assembled. (1 person).
Nova Scotia Historical Review.	Office space and supervision provided to employee who carried out a promotional campaign. (1 person).

Fall

Public Records.	Repair, indexing and microfilming of 4,000 crown land petitions, c. 1815-1860. Supported by the Department of Lands and Forests. (2 people).
School Records.	Complete listing and reorganization of school records collection. (2 people).
Library.	Listing and carding of all duplicate holdings in our library. Once completed a decision can be made whether any of these materials can be donated to

	the Dalhousie Law School Library. (2 people).
Newspaper.	Pre-1900 Cape Breton Newspaper indexing project (continued from summer). (2 people).
Maps.	Updating of architectural finding aids by architect, community and building types. (2 people).
Film/Sound.	Processing of C.B.C. material generated by the Public Archives of Nova Scotia/Public Records of Canada agreement. (1 person).
Exhibitions.	Cataloguing of Prat/Starr Collection in preparation for a fall 1986 exhibition. (2 people).
Special.	Supervision, space and equipment provided for the Royal Nova Scotia Historical Society to edit and prepare Volume 42 of their collection.

FEDERAL/PROVINCIAL EMPLOYMENT STATISTICS

Number of Employees in Government Programs

Division	Provincial Winter	Provincial Summer	Federal	Total
Artifacts		1		1
Film/Sound	1	1		2
Library	1	2	4	7
Manuscripts	2		2	4
Maps	2	1		3
Microfilms		1	1	2
Newspapers	½	1	2	3½
Photographs	1	3		4
Public Records	4½	6		10½
TOTAL	12	16	9	37

STAFF CHANGES

2 January	JoAnn Watson Appointed	Acting Film/Sound Archivist
2 January	Bonnie Baker Appointed	Acting Film/Sound Assistant
2 January	John MacLeod Hired	Public Records Archivist
14 March	Meg Whyte Resigned	Newspaper Specialist
18 March	Anjali Vohra Hired	Newspaper Specialist
1 April	Phyllis Blakeley Resigned	Provincial Archivist

1 April	Allan Dunlop Appointed	Acting Provincial Archivist
1 April	Wendy Thorpe Appointed	Acting Senior Manuscript Archivist
1 April	Patricia Kipping Resigned	Film and Sound Archivist
10 May	Wilma Mays Resigned	Clerk/Typist
21 May	Gail Judge Hired	Clerk/Typist
9 September	Georges Dupuis Hired	Library Assistant
27 September	Mary Ellen Wright Resigned	Library Assistant

PUBLIC SERVICE STATISTICS

January to December	1985	1984
Researchers (Library)		
Day	6,265	3,598
Evening/Weekend	4,487	2,671
Researchers (Manuscripts)		
Day	6,186	6,166
Evening/Weekend	5,034	4,378
Researchers (Photographs)		
Day	672	676
Evening/Weekend	31	19
Researchers (Maps)		
Day	1,041	1,059
Evening/Weekend	122	106
Researchers (Film/Sound)		
Day	293	105
Researchers (Newspapers)		
Day	Merged with	3,816
Evening/Weekend	Library	2,558
Books		
Day	12,176	9,814
Evening/Weekend	10,867	10,257
Microfilms (Library)		
Day	13,958	1,131
Evening/Weekend	15,069	910
Microfilms (Manuscripts)		
Day	10,511	8,767
Evening/Weekend	12,523	11,031

Microfilms (Newspapers)		
Day	Merged with	12,717
Evening/Weekend	Library	11,038
Manuscripts		
Day	8,542	7,323
Evening/Weekend	8,433	7,344
Photographs		
Day	10,818	10,590
Evening/Weekend	298	1,157
Pictures		
Day	307	4,278
Evening/Weekend	10	8
Maps		
Day	4,365	6,412
Evening/Weekend	930	472
Architectural Plans		
Day	3,330	2,229
Evening/Weekend	947	486
Newspapers (Originals)		
Day	1,673	1,066
Evening/Weekend	1,115	550
Film/Sound		
Day	1,024	388

Days Open	248	249
Evenings Open	244	245
Weekends Open	46	47
TOTAL RESEARCHERS		
Day	14,457	15,420
Evening/Weekend	9,674	9,732
	24,131	25,152
TOTAL ISSUE OF DOCUMENTS	**1985**	**1984**
Books	23,043	20,071
Microfilms	52,061	55,594
Record and Manuscript Groups (Originals)	16,975	14,667
Photographs/Pictures	11,433	16,033
Maps/Architectural Plans	9,572	9,599
Newspapers (Originals)	2,788	1,616
Accessions	601	590
Telephone Calls	19,950	
Correspondence	6,206	4,397
Registered at Desk	23,610	26,154
Exhibitions	4,100	4,261

THE PUBLIC ARCHIVES OF NOVA SCOTIA
FINANCIAL STATEMENTS
MARCH 31, 1986

AUDITOR'S REPORT

To the Board of Trustees of
The Public Archives of Nova Scotia

We have examined the statements of revenue and expense and surplus of The Public Archives of Nova Scotia for the year ended March 31, 1986. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the revenue and expense and surplus of the Archives for the year ended March 31, 1986 in accordance with the accounting principles set out in the notes to the financial statements, applied on a basis consistent with that of the preceding year.

Halifax, Canada
July 9, 1986

Collins Barrow
CHARTERED ACCOUNTANTS

THE PUBLIC ARCHIVES OF NOVA SCOTIA
(Incorporated under the laws of Nova Scotia)
STATEMENT OF SURPLUS
FOR THE YEAR ENDED MARCH 31, 1986

	1986	1985
Surplus, beginning of the year	$ 81,555	$ 39,328
Excess of revenue over expense	48,558	42,227
	$130,113	$ 81,555
Represented by:		
Cash on hand and at bank	$126,967	$ 51,670
Due from The Province of Nova Scotia	3,146	29,885
	$130,113	$ 81,555

Approved on behalf of the Board of Trustees
of The Public Archives of Nova Scotia

Carman V. Carroll, Provincial Archivist

Maynie McElmon, Secretary

THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF REVENUE AND EXPENSE
FOR THE YEAR ENDED MARCH 31, 1986

	1986	1985
Revenue		
Government of Nova Scotia (salaries and benefits)	$ 704,230	$ 655,580
Government of Nova Scotia (operating grant)	285,760	306,920
Government of Canada	33,500	28,460
Sales, publications, etc.	57,086	33,199
	1,080,576	1,024,159
Expenses		
Equipment	9,311	15,693
Equipment repair and maintenance	17,791	10,248
General office and administration	73,338	54,400
General operating supplies	65,487	71,063
Membership dues, fees & staff training	286	476
Micrographics		3,897
Miscellaneous	4,742	4,755
Other services	23,878	21,111
Other utilities	90,065	105,972
Part-time services	3,584	3,046
Professional services	1,067	1,778
Rentals	12,075	8,280
Salaries and benefits	704,230	655,580
Subscriptions, periodicals and books	5,596	5,920
Telecommunications	12,811	11,439
Travel	7,757	8,274
	1,032,018	981,932
Excess of revenue over expense	$ 48,558	$ 42,227

THE PUBLIC ARCHIVES OF NOVA SCOTIA
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 1986

1. Significant Accounting Policies

   The expenses are stated on a cash basis and therefore accrued liabilities for expenses are not recognized in these financial statements.

   Capital expenditures are charged to expense as incurred.

2. These financial statements include only the operating revenue and expenses of The Public Archives of Nova Scotia, and not those of any specific funds administered by The Public Archives of Nova Scotia.